

TOWN MANAGER'S REPORT
September 9, 2013 – October 8, 2013

➤ **Financial Report YTD 2013**

- General Funds Balance \$1,889,035; Restricted Funds Balance \$3,404,449
- General Revenue \$658,289; Budget \$626,063; 105.15% of budget
- General Expenses \$177,981; Budget \$626,061; 28.43% of budget
- Restricted Revenue \$226,134; Budget \$319,437; 70.79% of budget
- Restricted Expenses \$(105) Betsy re-classed to 59450; Budget \$252,713; 0.00% of budget
- Grants/Other Expenses \$13,774; Budget \$38,136; 36.12% of budget
- Total Assets \$5,304,215; Total Liabilities \$24,322

Notes:

- Transfer tax received in September (gross) \$35,245 – MBTS 2; Coventry 2; Windhurst Manor 3 and MBTS 1 resale.
- Eric issued 14 building permits in September \$21,769 (report attached)

➤ **Administration**

- The Planning & Zoning Commission (P&Z) met on September 9th to review a preliminary site plan submitted by Millville Town Center, LLC, to relocate the existing propane tank farm for Millville by the Sea located at the end of Huntington St., to Substation RD so the tank farm can serve the entire MBTS development; and to approve three (3) temporary propane tanks to be utilized prior to the construction of the actual propane tank farm. The P&Z recommended the approval of the final site plan with conditions.
- Mayor Hocker, Councilman Kent, Town Clerk Matt Amerling and I attended the SCAT meeting on September 11th hosted by the Town of South Bethany. Attorney General Beaux Biden was to be the speaker; however, due to health issues was unable. Mr. Biden sent Deputy Attorney General Jason Staib to speak on the ongoing FOIA issues.
- My trip to Boston for the 99th ICMA Conference, September 21st thru September 26th, was extremely informative and a tremendous learning experience for me. I'll be providing Council with a full report for the next regular meeting.
- The 5th annual Great Pumpkin Festival was another huge success. I'll be providing Council with a full report for the next regular meeting.
- Bid packets for Bid 14-01 was opened publicly on 9/27/13 @ 2:00 p.m. The Town received three (3) bids for the Monitored Fire & Security Systems for the Town Hall. The bids are still being reviewed by Councilmembers Kent and Gordon, and Eric Evans.

Respectfully submitted,
Deborah Botchie
Town Manager